

28 October 1971

MEMORANDUM FOR THE RECORD

SUBJECT: Minutes of the CS Historical Board  
Meeting, 26 October 1971, 1400 to 1600  
hours, Room 2E-49 Hqs.

PARTICIPANTS:

25X1A9A	Mr. Hugh T. Cunningham, Chairman
	Mr. [REDACTED], Member
	Mr. [REDACTED]
	Mr. [REDACTED]
	Mr. [REDACTED], Secretary
25X1A9A	Prof. Howard M. Ehrmann, C/CIA/HS, Guest
	Dr. [REDACTED], DC/CIA/HS, Guest

1. The meeting concerned the content and scheduling of the ongoing CS historical program, and the problems of acquiring qualified writers to man it.

2. Lists of papers not yet begun and those that have been started but currently have no writers assigned were reviewed. A list of topics suggested by senior OTR personnel was also examined. Following a discussion of the value of various types of papers, members of the Board were requested to draw up their own lists of topics to be retained or new ones to be entered in the ongoing program.

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3. The objectives of the program were discussed at some length. The histories, some of them at any rate, may serve other purposes beyond putting on record the essential history of the Agency and serving as briefing papers for field and Headquarters management. OTR can, does, and should draw on them for training material. They may also be used, under proper controls, for the briefing of newsmen, members of Congress, OMB and others. The IG office frequently consults them. There is, thus, a wide variety of potential readers and the program should be drawn up and the histories written with this in mind. Some papers, however, will continue to have a very limited readership.

4. It was generally agreed that the availability of staff employees to write histories would become increasingly limited and unpredictable in the months ahead. Where qualified individuals do become available their services should be utilized but they cannot provide the basis for a planned and orderly program. Essentially, qualified annuitants should be placed on contract to form the cadre of writers. Mr. Cunningham stressed that the selection of writers and the assignment of papers should be done at the directorate level and not left entirely in the hands of the divisions. Divisions and staffs, however, should be required to

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provide research and clerical support for the writers. Several annuitants were discussed who might be interested and whose writing ability was clearly established. Mr. [ ] will check with [ ] CSPS to identify others who should be considered for contract employment should Agency and Government policy permit.

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5. Mr. [ ] explained that there is an Agency imposed ceiling on the number of contract employees we may employ and that we would thus be inhibited in engaging contract writers. The ceiling does not apply, however, to independent contractors [or contract agents] and we might thus employ writers in this capacity to the extent funds are available.

6. Mr. Cunningham suggested that the ongoing program not be launched until FY 1973 and that we take a six month moratorium to complete histories already started, to decide on the content and scheduling of the program, and to get a clearer indication of the availability of writers, both contract and staff. Prof. Ehrmann insisted that the ongoing program must be formulated and initiated immediately at the end of the "catch-up" phase in order that momentum not be lost.

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Mr. Cunningham and Mr. [ ] noted the list of un-completed histories which will be carried over into 1972 would be ample to keep our diminishing supply of writing

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talent fully engaged for a considerable period.

There was no firm or clear decision on this point.

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7.

[redacted]  
[redacted]  
the Agency for production of historical papers was discussed. Prof. Ehrmann noted that this proposal was taken up with Col. White about a year ago and met with a firm rejection. [redacted] will check with [redacted] and with other appropriate components to explore informally the practicality under current Agency and Government policies of utilizing such a device.

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8. It was noted that a memorandum had been sent by the DDP to component chiefs reaffirming the continuing nature of the CS historical program. What is additionally needed, however, is a clear statement of the program objectives, content, schedule and policies governing the assignment or employment of writers. [redacted] offered to draw up what we think such a statement should contain. It would then be reviewed by members of the Board and forwarded to the DDP, and eventually to the Executive Director-Comptroller. Such a paper could clear the air of many current uncertainties and provide firmer footing in dealing with uncooperative or reluctant components.

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Executive Secretary  
CS Historical Board

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